Emergency Support Function (ESF) # 7

Resource Support

Preface

Emergencies have the potential to disrupt the availability of resources needed to effectively respond. The County may find it necessary to use its personnel and equipment in extraordinary ways, to call upon private citizens and organizations for assistance, and even to request help from neighboring jurisdictions and state and federal agencies to aid in the County's emergency operations.

Primary Agency

Milwaukee County Office of the Sheriff – Division of Emergency Management

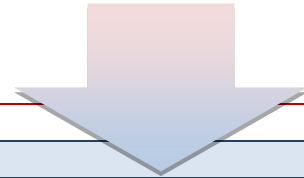| Milwaukee County |
|---|
| **AGENCIES:**
 Primary
 Milwaukee County Office of the Sheriff – Division of Emergency Management
 Support
 Fire Departments
 Law Enforcement
 Milwaukee County Corporation Counsel
 Milwaukee County Departments, All
 Milwaukee County Department of Administration Services – Facilities Management
 Milwaukee County Department of Administration Services – Fiscal Affairs
 Milwaukee County Department of Administrative Services – Human Resources
 Milwaukee County Department of Administrative Services – Information Management Services
 Milwaukee County Department of Transportation (MCDOT)
 Milwaukee County Executive
 NGOs
 Public Health (Municipal)
 Public Works (Municipal)
 School Districts |

| State of Wisconsin |
|---|
| **Primary**
 • WEM – WI Emergency Management
 Support
 • WI DATCP – WI Department of Agriculture, Trade & Consumer Protection
 • WI DHS – WI Department of Health Services
 • WI DMA – WI Department of Military Affairs
 • WI DNR – WI Department of Natural Resources
 • WI DOA – WI Department of Administration
 • WI DOT – WI Department of Transportation |

Milwaukee County Office of the Sheriff (MCSO) Division of Emergency Management
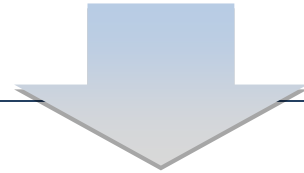
Federal
Primary
• General Services Administration
• Department of Homeland Security/ Federal Emergency Management Agency
Supporting
• Department of Agriculture
• Department of Commerce
• Department of Defense
• Department of Energy
• Department of Health and Human Services
• Department of the Interior
• Department of Labor
• Department of Transportation
• Department of Veterans Affairs
• National Aeronautics and Space Administration
• Office of Personnel Management
Likely Support Includes:
• Provide centralized management for the role of the National Logistics Coordinator and management of resource support requirements in support of federal, state, tribal, and local governments.
• Provide Logistics Management and Resource Support to federal, state, tribal, and local governments. Consists of: GSA providing: Emergency relief supplies.; Facility space; Office equipment; Office supplies; Telecommunications; Contracting services; Transportation services; Personnel required to support immediate response activities; Support for requirements not specifically identified in other ESFs, including excess and surplus property.
• Coordinate logistics management and resource support with other federal agencies; state, tribal, and local governments; and the private sector for incidents requiring federal coordination.

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Emergency Support Function (ESF) # 7

Resource Support

PURPOSE.

1. Provide resources and logistical support for emergency response and recovery efforts.

2. Provide for the effective procurement, utilization, prioritization, and conservation of available local re-
    sources (equipment and supplies) during emergencies.

3. Provide for acquisition of resources from the state or federal government when local resources are deplet-
    ed.

POLICIES.

1. Resources will be inventoried, prioritized or will be utilized in the most efficient manner possible, and will
    be applied to functions and areas of greatest need.

2. Additional resources will be requested from State Emergency Operations Center (EOC) after all available
    Milwaukee County resources have been utilized.

3. The Milwaukee County EOC is responsible for securing resources from outside the County. Departments
    that obtain resources from the public or private sector by any other means may not be reimbursed for their
    expenses

4. The County Executive and County Board of Supervisors may invoke temporary controls on local resources
    and establish priorities for use.

5. Each Milwaukee County Department is responsible for arranging the movement of Department assets to
    points where they are needed during emergencies and disasters. If the department does not have suitable
    transportation capabilities, it may request assistance through the EOC.

6. Milwaukee County Division of Emergency Management is responsible for securing state and federal
    resources.

7. The County Purchasing Ordinance may be suspended by the Chief Elected Official during declared emer-
    gencies.

8. The Chief Executive, in extraordinary circumstances, may convene advisory groups of public and private
    sector representatives to coordinate and manage the emergency use of community resources.

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9. The EOC will coordinate dissemination of information concerning any emergency measures, and voluntary controls or rationing.

10. Citizens are advised to prepare their own emergency kit to meet family needs so they are self–sufficient for a minimum of 72 hours.

11. Milwaukee County will coordinate with the State EOC to establish an emergency distribution system if an emergency disrupts the normal distribution process.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
OFFICE OF THE SHERIFF – DIVISION OF EMERGENCY MANAGEMENT	
Pre-Emergency	The Division of Emergency Management works with partner agencies to: 1. Maintain this Emergency Support Function (ESF). 2. Analyze resource requirements. 3. Identify and maintain current resource inventories. 4. Establish inventory, control, and delivery systems where applicable. 5. Develop a standardized form for use in emergency resource requests by agencies in the EOC during emergency operations. 6. Develop agreements with resource providers as necessary with assistance from Purchasing. 7. Identify potential staging area locations and requirements. 8. Identify and establish agreements with local and regional suppliers. 9. Identify and establish agreement storage facilities, both refrigerated and non–refrigerated for the warehousing of food, water and ice. 10. Develop emergency action checklists. 11. Maintain a list and train emergency procurement liaisons from each depart-ment. • Participate in drills, exercises.
Emergency	1. When notified, report to the Milwaukee County EOC. 2. Coordinate implementation of resource support activities with the appropriate tasked organizations. 3. Negotiate contracts for support of emergency actions as required. • Assure that emergency procurement procedures and documentation is followed. 4. Determine the needs in terms of number of people, their location and usable food preparation facilities for feeding. 5. Identify, locate and catalog available resources of food, transportation, equipment, storage and distribution facilities. 6. Ensure foods are safe for human consumption (Public Health). 7. Coordinate shipment of food to designated areas. 8. Establish logistical links with organizations involved in mass feeding.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE
OFFICE OF THE SHERIFF – DIVISION OF EMERGENCY MANAGEMENT

Emergency Operations Center (EOC)	1. Staff the ESF # 7 position in the EOC.
	2. Coordinate with the EOC Management and General Staff to determine resource needs. Essential information includes:
	  a. Size.
	  b. Amount.
	  c. Location.
	  d. Type of resource.
	  e. Time frame in which it is needed.
	3. Assist the EOC Management and General Staff with determining priorities.
	4. In general:
	  a. Receive, document, prioritize, and track requests for resources.
	  b. Use resource inventory/lists to match and meet needs.
	  c. Coordinate with Transportation ESF # 1 as necessary.
	  d. Assist in establishing EOC staging areas in coordination with the Operations Section Chief.
	  e. Coordinate supply distribution points, reception, storage, and deployment.
	  f. Coordinate with other ESF's within the EOC.
	  g. Notify resource requesters of the fact that requests have been satisfied and provide data concerning expected time of arrival, quantity en–route, etc.
	  h. Maintain financial and legal accountability.
	5. Sources for resources can include:
	  a. All Milwaukee County personnel, equipment, supplies and facilities.
	  b. State, federal agencies and organizations.
	  c. NGOs.
	  d. General public.
	  e. Private Sector
	  f. Aid Matrix.
	6. Establish, maintain contact with State EOC through the Milwaukee County EOC.
	  • Coordinate additional resource needs.
	7. Finance/Purchasing:
	  • Secure goods and services.
	8. Determine present and future need for food, water, and ice resources.
	  • Notify vendors of present and future needs.
	9. Develop a plan that will ensure timely distribution of food, water, ice supplies to the affected areas.
	10. Procure storage facilities, both refrigerated and non– refrigerated for the warehousing of ice and perishable food items outside of affected area.
	11. Coordinate food, water, and ice supply activities with the appropriate tasked organizations.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
OFFICE OF THE SHERIFF – DIVISION OF EMERGENCY MANAGEMENT	

	• Coordinate assistance in preparation and segregation of food stuffs for mass bulk distribution.
	 12. Make emergency food supplies available to residents for take–home consumption.
	 13. Coordinate the procurement and delivery of food, water and ice to County employees working in the Milwaukee County.
	 14. Coordinate with ESF # 1 for transportation of food, water, and ice supplies to designated distribution or mass feeding sites.
	 15. Deploy water to locations identified by the EOC.
	 16. Obtain, coordinate food, water, and ice resources as requested by field incident commanders.
	 17. Provide water, food, ice information to the appropriate EOC Emergency Support Functions on a regular basis.
	 18. Sources for resources can include:
	    a. Local and regional suppliers.
	    b. State EOC.
	    c. State and federal agencies.
	 19. Establish, maintain contact with State EOC through the EOC Management:
	    a. Coordinate delivery of food, water, and ice to affected areas.
	    b. Coordinate with ESF # 6 and the State in the issuance of emergency foods stamps and vouchers for emergency victims.
	 20. Maintain records of the cost of supplies, resources and staff–hours needed to complete the resource support ESF.
	 21. Continue to assess the situation and priorities to address the most critical needs and develop strategies.
	 22. Coordinate with Finance/Purchasing in preparing and submitting emergency requisitions for goods and services necessary to support operations as requested.
	 23. Identify the number of people without food within the affected area.
	 24. Inventory warehoused food products/quantities and identify additional sources to obtain supplies.
	 25. Coordinate the transportation of food shipments to warehouses, feeding sites and pantry locations.
	 26. Assist with other duties as requested.
	 27. Maintain records of cost and expenditures to accomplish this ESF and forward them to the EOC Finance/ Administration Section Chief.

Recovery Actions	1. Continue to provide food, water, ice for related recovery activities as required. 2. Coordinate with the EOC Management and General Staff to determine recovery resource needs.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS

Fire Departments	1. Deploy fire resources to staging areas (as required) and dispatch same to assignments from these locations. 2. Allocates fire–rescue equipment and resources to support other departments. 3. Obtains resources through mutual aid agreements. 4. Assist with distribution. 6. Provide rehab type resources. 7. Coordinate rehab type services.
Law Enforcement	1. Transportation equipment, personnel, limited first aid equipment. 2. Deploy police resources to staging areas (as required) and dispatch same to assignments from these locations. 3. Allocates police equipment and resources to support other departments. 4. Obtains resources through mutual aid agreements.
Milwaukee County Corporation Counsel	1. Approve contracts in a timely manner. 2. Negotiate contracts for support of emergency actions as required. 3. Process claims. 4. Notify insurance carriers.
Milwaukee County Departments, All	1. Provide personnel, equipment, supplies and facilities as available and appropriate. 2. Assist with procurement and purchasing.
Milwaukee County Department of Administrative Services – Facilities Management	1. Provide staging area for relief and cleanup efforts. 2. Provide physical space, manpower, equipment. 3. Assist with identifying, negotiating, obtaining, allocating, and distributing resources.
Milwaukee County Department of Administrative Services – Fiscal Affairs	1. Assist with finding, obtaining, allocating, and distributing resources. 2. Receive data from Division of Emergency Management concerning resources obtained from private vendors and arrange for timely reimbursement. 3. Establish separate "cost center" for entire disaster.
Milwaukee County Department of Administrative Services – Human Resources	1. Contact County employees. 2. Establish and staff a personnel recruiting center for temporary labor.
Milwaukee County Department of Administrative Services – Information Manage-	1. Provide computer system, phone and data support.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
ment Services	
Milwaukee County Department of Transportation (MCDOT)	1. Provide drivers, transportation vehicles, fuel and necessary support equipment for the mobilization of persons.
Milwaukee County Executive	1. May invoke temporary controls on local resources and establish priorities for use.
NGOs	1. Provide personnel, equipment, supplies and other resources.
Public Health (Municipal)	1. Provide personnel, equipment; supplies and other resources necessary to maintain the safety of the food and water.
Public Works (Municipal)	1. Provide staging area for relief and cleanup efforts. 2. Provide physical space, manpower, equipment. 3. Assist with identifying, negotiating, obtaining, allocating, and distributing resources.
School Districts	1. Provide personnel, equipment, supplies and other resources necessary to aid the resource support needs utilizing existing staff and facilities as requested.
ATTACHMENTS	1. Commonly used governmental resources and NGO's. 2. Milwaukee County Resources (attached as a separate MS Excel worksheet).
REFERENCES	1. Milwaukee County Resource Database.

Attachment 1

COMMONLY USED GOVERNMENTAL RESOURCES AND NGO'S

Adventist Community Services
American Red Cross (ARC)
Americorps NCCC (National Civilian Community Corps)
Catholic Charities USA
Christian Disaster Response (CDR)
Christian Reformed World Relief Committee (CRWRC)
Church World Service (CWS) Emergency Response Program
Citizens and Organizations Active in Disasters (COAD)
Citizens Corps (FEMA)
Corporation for National & Community Service (CNCS)
Goodwill
Impact 211
Lutheran Disaster Response, Evangelical Lutheran Church in America (ELCA)
Lutheran Social Services (LSS)
Mennonite Disaster Service
Milwaukee Center For Independence (MCFI)
MN-WI Baptist Convention (MWBC)
NECHAMA Jewish Disaster Response
Operation Blessing International Relief (OBI)
Presbyterian Disaster Assistance
readywisconsin.wi.gov (Wisconsin Emergency Management)
RSVP (Retired Senior Volunteer Program)
Society of St. Vincent de Paul
Second Harvest Foodbank of Southern Wisconsin
The Salvation Army
United Methodist Committee on Relief (UMCOR)
United Way
WI Council of Churches (WCC)
WI ARES/RACES (Amateur Radio Emergency Services/Radio Amateur Civil Emergency Services)
WI Corporation for National and Community Service (CNCS)
WI United Church of Christ (UCC)
WiVOAD (Voluntary Organizations Active in Disasters)

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